

# Biology -Course Outline, Rules, and Expectations

JB24



## Mr. Burghardt - Ponderosa High School

**Email:** jburghardt@eduhd.k12.ca.us (Do not email your assignments unless instructed to do so).

**Phone:** 530-677-2281 extension 2249 (checked three times per week).

**Google Classroom:** You are responsible for checking this daily for the weekly agenda, assignments, and due dates. You will be automatically added once the school year begins.

## Course Description

Biology at Ponderosa High School is a rigorous college preparatory lab science course. Successfully passing each semester of Biology satisfies the life science graduation requirement for earning a diploma. Earning a grade of “C” or better completes one year of the UC/CSU entrance requirement for a college preparatory laboratory science (2 years are required and 3 years are recommended). It follows the California State Science Framework and covers the Next Generation Science Standards. The main topics of study are cellular biology, biochemistry, biotechnology, genetics, evolution, and ecology.

## Classroom Rules (these rules are in addition to school rules)

1. You are expected to be in your assigned seat and prepared to work when the bell rings or a tardy will be issued. Check the whiteboard( in class) and Google Classroom (outside of class) for the daily agenda.
2. All assignments will be turned in at the **beginning** of class on the due date. **NO WORK WILL BE ACCEPTED PAST THE DUE DATE** unless you have an **excused** absence.
3. Do NOT work on assignments in class on the day it is due (even if the tardy bell hasn't rung yet).
4. Cheating is never tolerated. **Do not compare/share your answers with another student.** Do not confuse “helping” with “cheating”. Students caught cheating will receive a zero on the assignment and an integrity violation referral to the Assistant Principal.
5. Follow lab safety procedures and use good common sense. Any student caught breaking a safety rule or being reckless during class will be given an immediate referral and a **zero** on the lab. Students unprepared for the lab will not be allowed to participate. Unsafe students may earn a drop “F” from Biology.
6. Per Ed Code: No student shall bring food into a science classroom. This includes candy, gum, and drinks. Leave these items in your backpack or locker. Water bottles must be closed and in your backpack.
7. Raise your hand and wait to be acknowledged by the teacher before speaking out in class.
8. Hoods are not to be over the head once you enter the classroom.
9. On your 3<sup>rd</sup> tardy, you will be issued detention (any consequent tardy earns detentions/Saturday school).
10. Be respectful and polite to all people and their property.
11. At the end of class, the teacher will dismiss you, not the bell. All lab materials, classroom supplies, and Chromebooks must be put away.

## Electronic Device Policy (cell phones, earbuds, smartwatches...)

1. Unless otherwise instructed by the teacher, cell phones, earbuds, smartwatches, and other electronic devices **shall be turned off or silenced, not used, and stored in a backpack or pocket during the class period.**
2. Any audio or video recording of peers, teachers, or visitors to the classroom without prior consent is prohibited and violates District and State policy.
3. In some instances, using a phone as a calculator or timing device during a lab may be permitted with teacher approval. Always ask before using.

## Textbooks

A textbook will be issued to each student that should be kept at home. Copies of the book are in the library. Students will be charged for damage. The estimated replacement textbook cost is \$130.

## Earning Lab Science Credit

This course is considered an entry-level college **lab science** course by the University of California: “*Courses include teacher-supervised, hands-on laboratory activities that are directly related to and support the other class work, and that involves inquiry, observation, analysis, and write-up. These hands-on inquiry-based activities will constitute a significant portion of the instruction and account for at least 20 percent of class time*”.

Labs normally consist of working in a group to analyze a problem and then develop and conduct an experiment. This experience cannot be simply made up with a worksheet. It is expected that the student attends, actively participates, and completes the entire lab process. Failure to complete this process may impact the academic letter grade, UC/CSU lab science credit, and/or the weighted honors designation on a transcript regardless of performance on other class assignments (homework, classwork, exams, quizzes, etc) or the letter grade recorded in the Aeries grade book. The teacher will notify both the student and parent in writing if the student is in danger of not meeting the basic mastery of basic course lab objectives required for UC lab credit and Honors distinction.

*EDUHSD Lab Science Credit and Make-Up Policy*

*Rev: May 28, 2018*

## Grades (per District Administrative Regulations):

**"A"** Outstanding Achievement: Denotes mastery of the objectives of the course. Typically 100-90%

**"B"** Above Average Achievement: Denotes mastery of most objectives of the course. Typically 89-80%

**"C"** Average Achievement: Denotes the mastery of basic course objectives. The teacher would certify that the student has the skills and understanding necessary to basic goals and objectives of the course. Typically 79-70%

**"D"** Below Average Achievement: Denotes the mastery of the minimum objectives of the course. Weak performance. The teacher would give this grade to a student who would require remedial or additional work to achieve a satisfactory standard of performance for the course. The student reached a minimal number of the objectives of the course. Typically 69-60%

**"F"** Little or No Achievement: Denotes the student did not meet the minimum standard as defined by the course objectives. Typically 59% and below.

A cumulative total of two quarters will determine the semester grade.

Remember: You must earn a **“C-” or better** to earn UC/CSU Lab Science credit.

## Unit Exam Retakes

If your score is lower than 75% on a unit exam (not the semester final exam), you can retake the test within one week of the posting of your score in Aeries. A different version of the exam will be given. The average of the two scores will be your new exam grade, earning a maximum grade of 75% C. This policy applies to unit exams and not quizzes. Utilize Flex time to come in and review the exam before retaking it.

## Make-Up Work Policy

*Students with an excused absence are allowed to make up work missed or receive an alternative assignment (please refer to the lab make-up policy below for the exception). Students with certain unexcused absences must prearrange their absences to earn credit for assignments. Cutting class is never permitted and no credit will be earned for missing assignments.*

**Google Classroom:** The key to success is not to fall behind. The weekly agenda posted on Google Classroom will outline everything that happens during your absence. All notes, assignments, and instructions are located on Google Classroom. If you are able, copy the notes and complete your work at home. Be sure to read the description posted for the assignment. In some instances, you may be required to complete the work on the day you return. Remember, it is your responsibility to make up the work. If you need clarification, email Mr. Burghardt.

**Unanticipated Excused Absence (illness) On The Day an Assignment Is Issued:** The general school guideline (not policy) is two school days per day absent including days that you do not have this class. Remember, the expectation is that you do not fall behind and that you are attempting the assignment at home if possible by following Google Classroom.

**Unanticipated Excused Absence (illness) On The Due Date:** If you were present when the assignment/quiz/exam was issued it is due the DAY OF YOUR RETURN. Plan and communicate via email with your instructor.

**Anticipated Absence Due to an Activity or Planned Event** (athletics, off-campus competitive team, field trip, on-campus activity, rally, ASB event, AP Exams, performing arts event, doctor appointment, college visitation, family vacation ...): It is your responsibility to **prearrange your work before your absence**. In most cases, the work will be due before you leave and deadlines will not be extended. Failure to prearrange will result in no credit for the assignment, quiz, lab, or exam. This is District policy and is also outlined in the EDUHSD athletic manual on page 6. Technically vacations are unexcused absences, but with prior communication, work may be able to be accepted for credit.

**Making up missed Exams/Quizzes:** You are expected to be made up **on the day you return to class**. Communicate via email with your instructor to arrange the time and location.

**Long-Term Absences:** If you are ill and absent for an extended period (a week or more), contact the school and have work sent to the office for pick up. Remember that vacations are unexcused and must be prearranged before your absence to earn credit.

## EDUHSD Make-Up Policy for Labs

If you are absent for a lab experience, the teacher determines what the make-up assignment consists of and will issue one reasonable makeup opportunity. Failure to attend the scheduled makeup session will result in the student not earning credit for that lab. Efforts will be made to provide students the opportunity to make up labs, but not all such requests are reasonable given the scale and scope of particular labs. For some labs (including but not limited to dissections), it may not be reasonable to reconstruct the entire lab. Failure to attend and complete lab assignments may result in the student being unable to demonstrate mastery of the required UC lab science and Honors designation requirements. Per EDUHSD policy, if a student shows a pattern of chronic absenteeism due to illness (more than 14 per academic year), district staff may require physician verification of any further student absences.

*EDUHSD Lab Science Credit and Make-Up Policy*

*Rev: May 28, 2018*

# Biology



*BE SURE TO SIGN AND RETURN THE NEXT PAGE TO YOUR INSTRUCTOR.*

**ACKNOWLEDGMENT OF BIOLOGY RULES AND EXPECTATIONS**

**Student:** Please print your name, date, and period Biology Class Period \_\_\_\_\_

Last Name (print) \_\_\_\_\_

First Name (print) \_\_\_\_\_

Date \_\_\_\_\_

“I understand the expectations outlined in this biology course description.”

\_\_\_\_\_  
Student signature

**Parent/Guardian:** Biology is a very interesting and challenging college preparatory lab science class. **Biology is the gateway to all other college prep science courses offered at PHS** and students must earn at least a C to move forward in science and a B or above to take honors or AP-level courses. Some students need more help at home with homework and organization than others. Please use the online Aeries Portal to view the progress of your child (directions are on the Ponderosa website). This is updated several times a week in Biology. Assignment due dates are posted on Google Classroom for your child. Have them invite you as a guardian on Google Classroom.

**CLASS SUPPLIES:** Please be sure your child has a separate binder for Biology, tab dividers, binder paper, and pens and pencils. Some students also prefer a composition book for note-taking. Unit binder checks not only earn your child points but reinforce solid organization skills that are essential in this fast-paced college preparatory class.

**EXAM RETAKES:** If your child scores less than 75% on a test, encourage them to come in during Flex time and go over the exam before retaking it.

**EXTRA HELP:** Most students utilize Flex time to receive extra help. I offer two sessions a week on Tuesdays and Thursdays. With an appointment with the student, I am also available before school for additional help or make-up opportunities.

If you need to contact me, email is the best method. I look forward to a great year.

Jeff Burghardt jburghardt@eduhd.k12.ca.us

**You may print a copy of this syllabus at:** <http://phsmrb.weebly.com> Biology

“I understand the expectations outlined in this biology course description.”

Parent \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name